

Evaluations Conducted in a Homeschooling Context by the Holder of a Teaching Licence

Reference document for parent-educators

The evaluation conducted by the holder of a teaching licence is one of the evaluation methods available to parents to track their child's learning progress (section 15 of the *Homeschooling Regulation* [CQLR c. I-13.3, r. 6.01]). Parents may decide to have all required evaluations conducted by a holder of a teaching licence, or they may opt for a combination of evaluation methods, making sure that all elements that require an evaluation are covered.

In accordance with the *Homeschooling Regulation*, the Direction de l'enseignement à la maison has produced a document explaining the requirements with regard to the subjects and competencies that must be taught, monitored and evaluated every year or cycle, depending on the subject or level of education. Parents will receive this document from the resource person assigned to their family.

A "holder of a teaching licence" is a person who holds a teaching licence¹ issued by the Minister, as set out in the *Regulation respecting teaching licences* (CQLR, c. I-13.3, r. 2.01).

Parents who decide to have a holder of a teaching licence evaluate their child's learning in one or more subjects must respect the requirements set out by the Direction de l'enseignement à la maison. For certification purposes, it must be noted that parents who wish to have the holder of a teaching licence conduct evaluations in order to obtain credits must first contact the relevant school service centre or school board to determine whether this option is available to them.

Evaluations must be conducted in the presence of the child and must not rely exclusively on the parents' judgment of the child's progress.

¹ The different types of teaching authorizations issued in general education and vocational training are the teaching diploma, the probationary teaching permit and the provisional teaching authorization. For more information, consult the web page on [teaching authorizations](#).

Evaluation of learning

Parents evaluate their child's progress in order to provide the child with the support and follow-up required in their learning. In contrast, the evaluation methods listed in section 15 of the *Homeschooling Regulation* are intended to evaluate a child's learning with regard to the expected outcomes established in the programs of study targeted by the cycle of education that the child would be in if attending school. Holders of a teaching licence who conduct an evaluation must base their judgment on the child's level of competency development with regard to these expected outcomes.

Evaluation tools

Holders of a teaching licence may choose the tools they use to evaluate a child's level of competency development.

Evaluation context

Holders of a teaching licence must specify the context in which the evaluation was conducted. Specifically, they must indicate:

- The date of each evaluation
- The duration of each evaluation
- The subject or subjects that were being evaluated
- The competency or competencies that were being evaluated
- The methods, evaluation tools and resources used

Evaluation results

The results of an evaluation may be indicated in various forms (e.g. percentage, grade, descriptive or qualitative assessment). They may be recorded in a report or any other document that allows the results to be submitted.²

Each evaluation must be accompanied by comments that allow the child's learning progress to be determined. A holder of a teaching licence is thus required to specify **the child's level of competency development with regard to the expected outcomes of the programs of study for each competency and subject being evaluated, based on the level of instruction in which the child would be enrolled if attending school**. Please note that the evaluations conducted by a licence holder are not intended to identify a child's placement level, but that additional evaluations may be conducted for this purpose. When a homeschooled child returns to school, the school service centre or school board is responsible for placing them at the appropriate level.

² The evaluation tools themselves do not have to be submitted.

In addition to rendering a judgment on how a child performed with regard to the expected outcomes of the programs of study, the licence holder must also provide comments on:

- The parts of the evaluation that were easy for the child
- The parts of the evaluation that were challenging for the child
- The child's level of autonomy and any support the child required during the evaluation
- Any other information that allows the child's learning progress to be evaluated

The holder of a teaching licence must sign any documents the parents submit to the Direction de l'enseignement à la maison.

Information on the holder of a teaching licence

Each year, the Direction de l'enseignement à la maison sends parents an email intended for holders of a teaching licence in order to validate their teaching licences. The licence holders must provide the following information:

- Their first and last name
- Their date of birth
- The first and last name of the child to be evaluated

Only diplomas and probationary permits that have already been issued are eligible.

Submission of documents and information

Regardless of the evaluation method chosen, the evaluation results must be submitted by the parents directly to the Direction de l'enseignement à la maison:

- through the [secure site for homeschool providers](#) on the Ministère's website
- by email or mail **directly to the resource person assigned to the family**, to dem@education.gouv.qc.ca or to the following address:

Direction de l'enseignement à la maison
Ministère de l'Éducation
600, rue Fullum, 8^e étage
Montréal (Québec) H2K 4L1

Should the Direction de l'enseignement à la maison have questions for the holder of a teaching licence in order to clarify the results of an evaluation, the parents must sign a consent form to release personal information to a third party. A meeting will then be organized between the three parties.